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City of Fennimore

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"The city on the move!"



City Clerk-Treasurer
Zoning Administrator
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City Engineer
(608) 822-6501

PUBLIC SERVICE

Fennimore Utilities
Business Office
(608) 822-6110

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January 24, 2003

Mr. Jim Loock, Chief Electric Engineer
Public Service Commission
610 N. Whitney Way
P.O. Box 7854
Madison, WI 53707-7854

RE: In the Matter of Filing Reporting Requirements for Appropriate Inspection and
Maintenance, PSC Rule 113.0607(6)

Dear Mr. Loock:

Enclosed for filing are 3 copies of Fennimore Municipal Utility's report to the
commission, submitted every two years, showing compliance with its Preventative Maintenance
Plan.

Very truly yours,

Gregory J. Lee
Director of Public Works

Enclosures

RECEIVED

JAN 27 2003

Electric Division

TWO YEAR REPORT DOCUMENTING COMPLIANCE WITH THE PREVENTATIVE MAINTENANCE PLAN

FENNIMORE MUNICIPAL UTILITIES

**FILING DEADLINE
FEBRUARY 1, 2003**

January 24, 2003

Gregory J. Lee
860 Lincoln Ave
Fennimore, WI 53809
(608) 822-6501
greg.lee@tds.net

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Electric Division

This report format was prepared by the MEUW work group for PSC Rule 113.0607 for use by the 82 municipal electric utilities in Wisconsin and endorsed by PSC staff as meeting the requirements of Rule PSC 113.0607.

I Reporting Requirements: PSC 113.0607(6) states;

Each utility shall provide a periodic report to the commission showing compliance with its Preventative Maintenance Plan. The report shall include a list of inspected circuits and facilities, the condition of facilities according to established rating criteria, schedules established and success at meeting the established schedules.

II Inspection Schedule and Methods:

SCHEDULE:	MONTHLY	ANNUAL	EVERY 5 YEARS
Transmission ($\geq 69\text{Kv}$)			
Substations			
Distribution (OH & UG)			X

METHODS: Five criteria groups will be used to complete the inspection of all facilities.

1. IR – infrared thermography used to find poor electrical connections and/or oil flow problems in equipment.
2. RFI - Radio Frequency Interference, a byproduct of loose hardware and connections, is checked using an AM radio receiver.
3. SI – structural integrity of all supporting hardware including poles, crossarms, insulators, structures, bases, foundations, buildings, etc.
4. Clearance – refers to proper spacing of conductors from other objects, trees and conductors.
5. EC – equipment condition on non-structural components such as circuit breakers, transformers, regulators, reclosers, relays, batteries, capacitors, etc.

Distribution facilities will be inspected by substation circuits on a 5 year cycle such that the entire system will be inspected every 5 years. Inspector instructions for inspecting all facilities and forms are included in the plan.

III Condition Rating Criteria

This criterion, as listed below, establishes the condition of a facility and also determines the repair schedule to correct deficiencies .

- 0) Good condition
- 1) Good condition but aging
- 2) Non-critical maintenance required – normally repair within 12 months
- 3) Priority maintenance required – normally repair within 90 days
- 4) Urgent maintenance required – report immediately to the utility and repair normally within 1 week

IV Corrective Action Schedule

The rating criteria as listed above determine the corrective action schedule.

V Record Keeping

All inspection forms and records will be retained for a minimum of 10 years. The inspection form contains all of the required critical information i.e. inspection dates, condition rating, schedule for repair and date of repair completion.

VI Reporting Requirements

A report and summary of this plan's progress will be submitted every two years with the first report due to the Commission by February 1, 2003. The report will consist of a cover letter documenting the percent of inspections achieved compared to the schedule and the percent of maintenance achieved within the scheduled time allowance.

VII Inspected Circuits and Facilities

Circuit # and description	Substation
Circuit # 1	NA
Overhead & Underground Facilities	
Circuit # 2	
Overhead & Underground Facilities	

Base load and peaking generation, less than 50 megawatts per unit in size, is typically subject to pre-operational checks, in addition to checks and maintenance during and after periods of operation. Emergency generation is test run and maintained every *month* to confirm its operational readiness.

VIII Scheduling Goals Established and Success of Meeting the Criteria:

“It was this utility’s goal to inspect 40% of the distribution system. In addition, we expected to complete all scheduled maintenance resulting from the inspections within the prescribed time periods specified in the rating criteria.

All of the inspection goals were met, 40% of the distribution system was inspected. 3 urgent maintenance items were found and repaired within 7 days. Of the 12 priority and non critical maintenance items found, 9 were repaired on time. Two of the maintenance items found on an overhead

circuit were not fixed because they will be buried underground this construction season. The other maintenance item will be repaired in the spring as soon as the weather permits.

IX Facility condition – rating criteria:

“During the past two years, 40% of the distribution system was inspected and completed on time. Of the items found requiring maintenance, all were repaired before they were responsible for an outage to customers. Storm related outages have been minimal and none of them were due to equipment failure. Most of the system has had maintenance and upgrades performed on it and is in good condition.”